



# Martin Murphy Middle School

## Online Planner (Students & Parents)

### Student Access

Follow these steps for first time you login into MyHomeworkApp:

1. Go to "[MyHomeworkApp](https://myhomeworkapp.com)" ([myhomeworkapp.com](https://myhomeworkapp.com)).
2. Click on "Sign up" in the upper right-hand corner.
3. Click the blue "Sign up" text underneath the "Sign in with Google" button at the bottom of the screen.
4. Click the "Sign in with Google" button.
5. You will be taken to the "MyHomeworkApp" where you will be able to access the functions of the planner.

Once you have signed up, you will login with these steps:

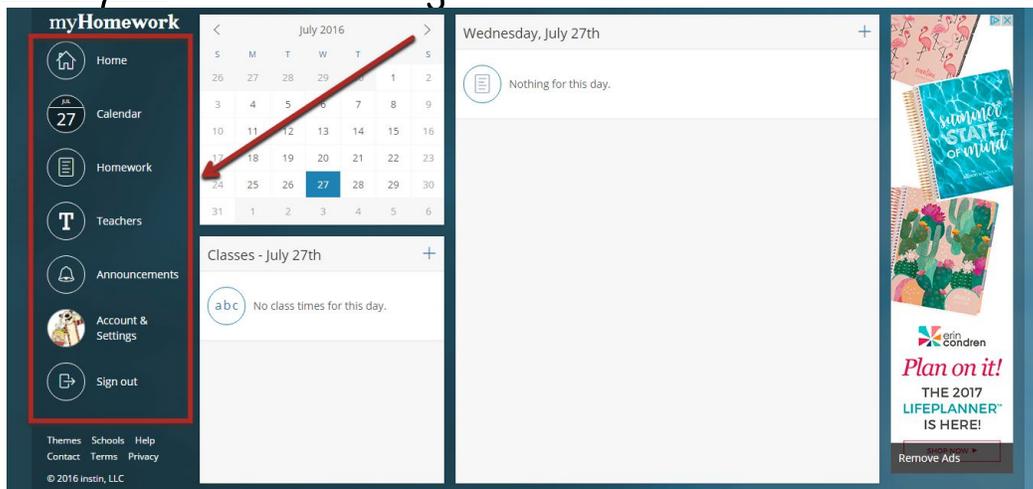
1. Go to "[MyHomeworkApp](https://myhomeworkapp.com)" ([myhomeworkapp.com](https://myhomeworkapp.com)).
2. Click on "Login" in the upper right-hand corner.
3. Click the "Sign in with Google" button.
4. You will be taken to the "MyHomeworkApp" where you will be able to access the functions of the planner.

### Parent/Guardian Access

Follow these steps after your child has already logged into the MyHomeworkApp:

1. Click on "Login" in the upper right-hand corner.
2. Type in your child's email into the "Email or Username" box and their password in the "Password" box and then click the blue "Sign in" button.
3. You will be taken to the "MyHomeworkApp" where you will be able to access the functions of the planner.

## Planner Layout - Located along the left side of the screen



### 1. Home

- a. Allows you to add classes to your schedule.
  - i. Click on the "+" button to the right of "Classes."
  - ii. Click on "Martin Murphy MS."
  - iii. Click on your teacher's name.
  - iv. Join the Class name that you are enrolled in.
  - v. You are enrolled in the class.
    1. You can change the class color, set up your class schedule, and leave the class (if your schedule changes) by clicking on the class title.
- b. Allows you to add homework to your online planner.
  - i. Click on the "+" button to the right of "Schedule."
  - ii. Fill in the fields as needed.
  - iii. Click "Save" to add to your planner.
  - iv. Homework will be separated by various tabs.
    1. All - Filters assignments by incomplete (All) and complete.
    2. Class - Filters assignments by class.
    3. Priority - Filters assignments by High, Medium, or Low priority that students can designate.
    4. Type - Filters assignments by Homework, classwork, etc.

### 2. Calendar (default page when you login into MyHomeworkApp)

- a. Click on a date to add information to your calendar. You can add:
  - i. Homework (Another option besides going through "Home").
  - ii. Event (Dances, Spirit Days, Sports, Birthdays, etc.).
  - iii. No School Day (Holidays, Vacations).
  - iv. Late Start (Not Applicable).
  - v. Early Release (Every Wednesday).
- b. You can look back at previous dates to see past events/homework.
- c. You can also add classes, but if you set up your class schedule, there will be no need to add classes.

### 3. Homework

- a. Allows you to add homework for your classes.
  - i. Click on the "+" button to the right of Upcoming in the right box.
  - ii. Enter the information in the fields as it is needed and click "Save."
- b. Unfinished work is shown in the "Late" box on the left if the student does not complete the assignment and future assignments that have not passed will be shown in the "Upcoming" box on the right.
- c. To complete an assignment, the student must do the following:
  - i. Click on the title of the assignment.
  - ii. Click the "Edit" button in the bottom of the popup box.
  - iii. Click on the checkbox with "Complete" next to it.

### 4. Teachers

- a. You can locate teachers and classes from this page.
- b. Teacher information can be located by clicking on a teacher's name.

### 5. Announcements

- a. You can see any announcements your teachers would like to send you.

### 6. Accounts and Settings

- a. Allows you to edit the following settings:
  - i. Account - Edit basic information (Username, First name, etc.).
  - ii. Email - Change email (Not Applicable) and email notifications.
  - iii. Password - Change password (Notify parents to new password).
  - iv. Facebook - Connect to Facebook (Not Applicable).
  - v. Google - Connect through Google (You are already connected through Google).
  - vi. Themes - Change background theme (Only 3 free Themes)
  - vii. My Schools - Change schools (Not Applicable until you go to high school).
  - viii. Class Schedules - Change schedule (Not Applicable).
  - ix. Calendar - Change default page to "Home" and enable external calendars.
  - x. Homework - Change Homework settings.
  - xi. Kiip Rewards - (Not Applicable).

### 7. Signout

- a. Signout out of MyHomeworkApp.

Downloads apps for MyHomeworkApp on (Click on links):





# Martin Murphy Middle School Online Planner (Teachers)

## Teacher Access

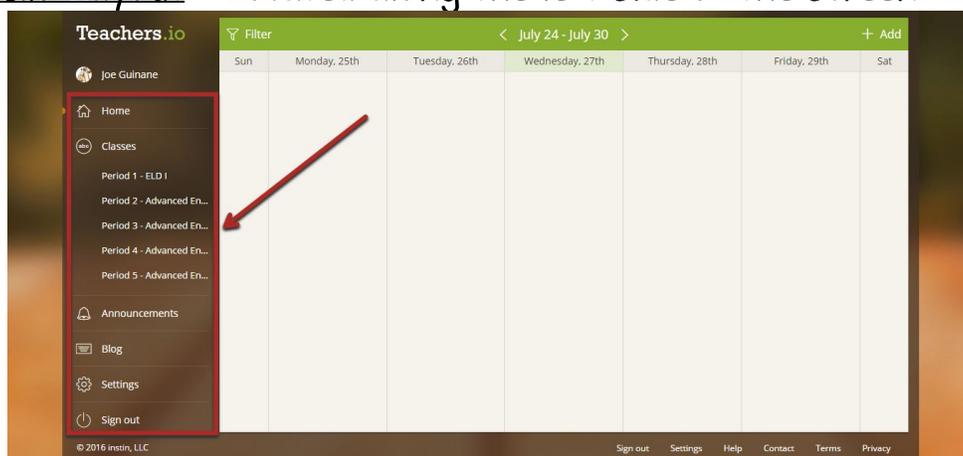
Follow these steps for first time you login into MyHomeworkApp:

1. Go to ["Teachers.io" \(teachers.io\)](https://www.teachers.io)
2. Click on "Sign up" in the upper right-hand corner.
3. Type in Martin Murphy MS in the empty box to find our school and then click "Search" and Martin Murphy MS will appear under the search bar.
4. Click on Martin Murphy MS. Fill out your First Name, Last Name, and MHUSD email address in the appropriate boxes and then click the "Send Link" button.
5. An email will be sent to your MHUSD account and you will need to click the "Get Started" button to activate your account.
6. You will create a username and password for this account to access it when you login.

Once you have signed up, you will login with these steps:

1. Go to ["Teachers.io" \(teachers.io\)](https://www.teachers.io)
2. Click on "Login" in the upper right-hand corner.
3. Type in your email or username into the "Email or Username" box and your password in the "Password" box and then click the green "Sign in" button.
5. You will be taken to the "MyHomeworkApp" where you will be able to access the functions of the planner.

## Teachers.io Layout - Located along the left side of the screen



### 1. Home

- a. Displays a weekly calendar that allows you to:
  - i. Add Assignment - add assignments to classes.
  - ii. Add Test - add test date to calendar.
  - iii. Add Lesson - add lesson for your personal reasons.
  - iv. Make an Announcement - make an announcement for students.
  - v. Upload a Resource File - upload assignments to the calendar (the uploads are attached as Microsoft Word, PowerPoint, etc., so it isn't the most effective)..
  - vi. Add a Resource Link - adds links to the class details on the student's MyHomeworkApp planner.
- b. You can add all of the above to multiple classes.

### 2. Classes

- a. Allows you to add classes to make sharing information with students and to make it easier for students to have an organized planner.
- b. To add a Class:
  - i. Click Add Class
    1. It is in alphabetical order, so it would be easier to follow a similar format (i.e. Period 1 - P.E.).
  - ii. When finished filling out the fields, click "Save".
- c. Your contact information can be edited on this page. This is the information the students and parents will be able to use for contact information:
  - i. Basic Info - Name information
  - ii. Picture - Change picture
  - iii. Contact Info - Contact information for students and parents
  - iv. About - Information about yourself.
  - v. Education - Your educational experience.
  - vi. Awards - State any awards you have earned.
  - vii. Publications - You can list any publications you have.

### 3. Announcements

- a. This is where you can make short announcements for your students, parents or anyone else interested in your classes.
- b. Until you publish your first blog post, this section of your profile won't show for anyone else.

### 4. Blog

- a. This is where you can post your thoughts, pictures, articles or anything else you want other teachers, your students or parents to see.
- b. Until you publish your first blog post, this section of your profile won't show for anyone else.

### 5. Accounts and Settings

- a. This is where you can edit your settings like:
  - i. General - You can change your Time Zone.
  - ii. Email - You can change your email (Not Applicable).
  - iii. Password - You can change your password.
  - iv. Username - You can change your Username.
  - v. Class Times - You can edit the class times at Murphy (Not Applicable).
  - vi. Academic Terms - You can set the Academic terms for each school year.
  - vii. Notifications - You can change whether you want to receive notifications from teachers.io.
  - viii. Profile Visibility - You can change the visibility of your profile.

### 6. Signout

- a. Signout out of Teachers.io.

Downloads apps for MyHomeworkApp on:

